

**IN THE IOWA DISTRICT COURT FOR THE FIFTH JUDICIAL DISTRICT**

**IN RE CONTINUATION OF THE  
TEMPORARY REDUCED PUBLIC  
OFFICE HOURS FOR THE WARREN  
COUNTY CLERK OF COURT'S  
OFFICE**

**ADMINISTRATIVE ORDER 2012 - 14**

**WHEREAS**, the Court finds that the Warren County Clerk of Court's Office of the Fifth Judicial District, Iowa Judicial Branch, continues to operate under the budget shortage conditions found in this Court's previous Administrative Order 2011-52. As well, there continues in this office an extended FMLA medical leave situation, as well as one recent and two upcoming planned retirements, the office will remain seriously understaffed for their workload through the end of the fiscal year. Due to these situations, as well as the extra time needed to train new or transferring staff, it remains infeasible to return to the former regular public business hours of the Warren County Clerk of Court's Office during this fiscal year.

**NOW, THEREFORE, IT IS HEREBY ORDERED** pursuant to Iowa Supreme Court Supervisory Order, *In the Matter of Actions Taken to Reduce Judicial Branch Operating Expenses*, dated November 12, 2009, and the Court hereby provides public notice, that the reduced temporary hours of the Warren County Clerk of Court's Office shall continue to be as follows through Friday, June 29, 2012:

Mondays – open 8 a.m. to 4:30 p.m.  
Tuesdays – open 8 a.m. to 2:30 p.m.  
Wednesdays – open 8 a.m. to noon  
Thursdays – open 8 a.m. to noon  
Fridays – open 8 a.m. to 4:30 p.m.

The Court may review this matter at an earlier date if the situation warrants.

Public Notice of this order shall be provided by posting laminated copies of this Order at the doors of the Warren County Courthouse. Copies shall also be posted on or around the public counter windows of the Clerk's Office so as to be visible to the public at all times. A copy of this order shall also be posted on the Judicial Branch

Website under the Fifth Judicial District's section and shall be forwarded to the Warren County Bar Association.

DATED this 19 day of April, 2011.

  
ARTHUR E. GAMBLE, CHIEF JUDGE  
FIFTH JUDICIAL DISTRICT OF IOWA

cc: All District Court Judges – 5<sup>th</sup> District  
All District Associate Court Judges – 5<sup>th</sup> District  
All Senior Judges – 5<sup>th</sup> District  
Elizabeth Baldwin, 5<sup>th</sup> District DCA  
All Clerks of Court – 5<sup>th</sup> District  
All Warren County Clerk of Court Staff Members  
All Case Coordinators – 5<sup>th</sup> District  
Warren County Board of Supervisors  
Warren County Auditor  
Warren County Attorney  
Warren County Sheriff  
Warren County Recorder  
Warren County Assessor  
Warren County Treasurer  
Marilyn Lantz, Chief Juvenile Court Officer  
Kenton Richardson, Juvenile Court Services  
DHS – Service Area Administrator Pat Penning  
Sally Kreamer – Director, 5<sup>th</sup> District Correctional Services  
Chief Justice Mark Cady  
Justice David Wiggins, Liaison Justice  
David Boyd, State Court Administrator  
Peggy Sullivan, Finance and Personnel Director, SCA  
Ken Bosier, Information Technology Director, SCA  
5A Bar Association President  
Steve Davis  
Cheryl Thrailkill

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CLERK DISTRICT COURT